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Community Investment Officer – Grantmaking and Initiatives

The Kalamazoo Community Foundation is seeking two (2) qualified Community Investment Officer candidates who have a strong sense of innovation, social awareness and judgment to:

- Support the community by developing, implementing and managing comprehensive responsive grantmaking, community leadership activities, and program evaluation in alignment with the Community Foundation's mission, vision, core values and strategic plan.
- Create, build and maintain strong relationships with individuals, community partners, other funders and the nonprofit sector to have a greater impact in improving life for all in Kalamazoo County. Provide leadership and support to strengthen the nonprofit sector regarding organizational, program and proposal development and evaluation and grant monitoring.
- Represent the Community Foundation in community settings for the development of community solutions.

The position requires a Masters Degree or an equivalent combination of training and work experience and knowledge of the nonprofit sector, public sector, and philanthropy including experience in grantmaking or grant seeking.

Responses must be received by October 26, 2012.

Qualified candidates should submit a completed employment application and resume to hr@kalfound.org. A link to the full position description and employment application are available on the Kalamazoo Community Foundation website:

We offer a competitive benefits package, team-oriented, performance excellence atmosphere, and opportunities to collaborate with people from cultural backgrounds other than your own. We believe the strength of our organization depends on our commitment to value, respect and embrace diversity. We believe diversity encompasses, but is not limited to, ethnicity, race, age, gender identity, sexual orientation, economic circumstance, physical and mental abilities and characteristics, and philosophy. We are an equal opportunity employer and are on the journey to become an anti-racist organization.